

## George Blanchard

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**From:** checplanningltd@gmail.com  
**Sent:** 14 January 2020 17:16  
**To:** George Blanchard; Tessa Hampden; Claudia Towner  
**Subject:** Freshford Village Memorial Hall

**Importance:** High

I am writing to set out how I intend to undertake the examination of the Freshford Village Memorial Hall Community Right to Build Order. My role is to determine whether the Order meets the Basic Conditions and other legal requirements. I intend to ensure that the Trustees feel part of the process. As such, I will copy the Trustees into all correspondence, apart from contractual matters that are dealt with direct with the local planning authority. Likewise, please can you ensure that any correspondence from you is copied to the other party. This will ensure fairness and transparency throughout the process.

George will be my main point of contact . Once I have read all the papers, I may seek clarification on some matters. It may be appropriate for me to seek clarification on matters from the Trustees. I must emphasise very strongly that this does not mean that I will accept new evidence. In the interest of fairness to other parties, I cannot accept new evidence other than in exceptional circumstances. If the Trustees are unsure as to whether information it is submitting may constitute new evidence, may I suggest that you send it to George in the first instance for an opinion. If I do seek clarification, I will ask for my request and any responses to be published on the Bath and North East Somerset Council's web site.

It may be that there is very little correspondence from me during the examination. I will endeavour to keep you both up to date on the progress of the examination. The default is for an examination to be conducted without a hearing. If I feel one is necessary, I will inform you both as early as possible, but this is likely to be near the end the examination process. If I do intend to hold a hearing, I will inform you of the procedure at that time.

As you are aware, an accompanied site visit is arranged for 11 am on Wednesday 22 January. I will be accompanied by George Blanchard and Tessa Hampden on behalf of Bath and North East Somerset Council and Claudia Towner on behalf of the Trustees. I am happy for this site visit to be publicised and happy for any other interested parties to attend. I have asked for an accompanied site visit because it would be helpful to be able to enter the existing building. I do not intend to disrupt any activities going on in the building. The purpose of my site visit will be to understand the proposal and I will have the full set of plans with me. It will not be appropriate to hear any representations at the site visit.

I confirm that I have received the submission documents together with the Part 6 Regulation 23 representations. I would like to give the Trustees the opportunity to make comment on these representations. It would be helpful if I could receive any comments via email by 24 January. Again, I must emphasise that I will not accept new evidence. It is not necessary for the Trustees to make comment on the representations. I will consider any comments when I receive them in due course and they should be placed on the Bath and North East Somerset Council's web site.

I will issue a draft report for fact checking by both parties. I will ask you both to check my report for factual errors such as dates, sequence of events, names and so on that might need to be corrected. The report will be confidential and must not be presented to a public meeting. I must emphasise that this is not an opportunity to make comments on the report other than those that relate to factual errors. In particular, I will not be inviting, and will not accept, comment on any suggested modifications. The draft report will only be published as the final version if there are no factual errors found and if there is no other reason, such as a sudden change in national policy, that could be significant to my recommendations. I will endeavour to issue my final report shortly after the fact checking stage.

To assist with the examination, please can I have the dates for both Part 6 Regulation 23 consultation periods.

Please can this email be placed on the Bath and North East Somerset Council's web site. If there is future correspondence regarding matters of clarification, I will ask for those to be similarly made available.

Regards

Janet Cheesley